



## Memorandum

Date: November 15, 2018

To: West Linn City Council, City Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – November 15, 2018

### Schedule Items

- November 19<sup>th</sup> is the next regular business meeting of the City Council.
- Just a reminder that all City facilities, with the exception of 24/7 services will be closed November 22<sup>nd</sup> and 23<sup>rd</sup>. City Hall and Public Works will be closed all day and the Library will close early at 4:00pm on November 21<sup>st</sup>.

### Information Items

- GO Bond Website. We have undergone a soft public launch of the General Obligation Bond Website (<https://westlinnoregon.gov/go-bond>), as we continue to fine-tune the site. The website is now available from the main page of the website under “Projects and Hot Topics” and contains detailed project information and a real-time link to our accounting software to provide up-to-date financial tracking of GO Bond Projects. We will provide the site more public promotion and visibility in the coming weeks.
- City Facilities. This afternoon staff will be conference calling with Bond Counsel and City Attorney about the 10% private activity allocation for city facilities. This is all in preparation for the December 3 work session on this topic. As we dive into this aspect of the bond in greater detail, we are finding that the administrative task of tracking building uses, to ensure compliance, may potentially be far more complicated than first envisioned. We will have Bond Counsel available, in addition to the City Attorney, available at the December 3 work session.
- South Fork Water Construction/LOT Water Intertie. The City of West Linn is currently being supplied with water from our intertie with the Lake Oswego-Tigard (LOT) water system as South Fork Water Board (SFWB) undergoes construction of a new 42-inch replacement water main. The LOT intertie is expected to be used at least November 14<sup>th</sup> through 16<sup>th</sup>, until the SFWB system returns to full operation.
- Harry Potter Night. The Library had an uber-successful Harry Potter Night last Friday with 764 attendees (nearly twice as much as last year!) Smiles on every child! Central Village Starbucks was the main sponsor, they had special Harry Potter drinks and food at their store for purchase and provided food and coffee for free for patrons inside the Library for the evening. According to the Store Manager, they did more business in the 3 hours of Harry Potter Night than they do in a full regular day of business. Needless to say, they were extremely happy with the event. Other merchants in Central Village also reported an increase in sales. These types of City/Business

partnerships have been a big benefit for the Library and the city. Our Library as economic development, that's really cool.

- Dolly Parton Imagination Library. The West Linn Library Foundation recently made major progress towards bringing a valuable literacy program to West Linn by holding an inaugural Dolly Parton Imagination Library Fundraiser at the Willamette Ale & Cider House. This event garnered over \$5,000 toward bringing this program to our community. The [Dolly Parton Imagination Library Program](#) delivers high-quality books directly to children in early development, from birth through age 5, and is one of the most successful literacy programs in the country. West Linn hopes to launch this exciting new program in early 2019 and will advertise widely when we do.
- Sustainability Initiatives/Eco Challenge. Team West Linn had a strong showing in this year's Eco Challenge, a 21-day environmental sustainability program held annually each October. City employees were pleased to partner with the Sustainability Advisory Committee (SAB) in coordinating this effort. Here are a few highlights of our Team's impact:
  - 1,788 pounds of carbon dioxide pollution saved
  - 804 gallons of water saved
  - Over 2,600 minutes spent outdoors and 4,215 minutes spent exercising
  - 130 plastic bottles and 95 disposable cups kept out of the landfill
  - Scored 8,396 total points and defeated several friendly local competitors
- Emergency Planning. Clackamas County is asking the public to provide perspective and feedback to improve planning before, during and after a natural disaster. West Linn is part of the County's "Multi-Jurisdictional Natural Hazards Mitigation Plan (NHMP)," which is intended to provide a roadmap for providing federal funding in the aftermath of a disaster by assessing identified risks associated with natural disasters before they happen, and working on long-term strategies for protecting people and property. You can read the plan at the NHMP web page here: <http://bit.ly/NHMPwebpage> and take part in the survey at <http://bit.ly/NHMPsurvey2018>
- Holiday Tree Lighting. November 30 is the City's annual Holiday Tree Lighting event. Beginning at 6 pm at City Hall there will be entertainment, complimentary refreshments, crafts, face painting, and keepsake photos with Santa. Staff are currently looking, at citizen request, to purchase multicultural holiday decorations in an effort to make the event even more inclusive.
- Stafford IGA. The draft IGA was received this week and sent to the Council. Discussion of the draft IGA is scheduled for the December 3 work session in preparation for formal action on December 10.
- HS Parking/Parking Postcard. I reached out this week to Dr. Ludwig to clarify the District's position with respect to the idea of the District providing a list of students that the City would screen to receive a City-issued residential parking permit. Dr. Ludwig stated the District would not be willing to provide a list of students to the City, but suggests the City may choose to advertise this offering directly to students and their families and then make its own determination regarding the process and merit for selection of students. If we choose to implement this, I would suggest a thorough vetting of the potential liabilities with the City Attorney and CIS.

That's it for this week.

*Eileen*